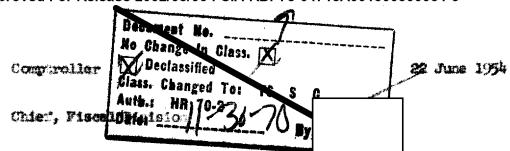
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Traveling Expenses -- Fores -- Hire of Texicals . Hire of Special Conveyances

- 1. The following puragraphs from the Standardised Government Travel Regulations, as seemed August 1, 1952, as promulgated by the Dureou of the Budget, provide:
- S(a). The usual texical fares from station, where, or other terminal to either place of abode or place of business and from either place of abode or place of business to station, where, or other terminal will be allowed. (See par. 11.) For the purpose of this sub-paragraph the term 'place of abode' may be construed to include may point within resemble distance from which the employee concerned commutes daily to his official post of duty. Reindursement may be allowed for the actual texical fare plus tips of 10 cents where the fare is \$1 or less or 10 percent of the fare increased to the next multiple of 5 where the fare exceeds \$1."

(Underlining supplied as being pertinent to the purpose of this memorandum.)

- 11. Special Conveyance. The hire of boot, submodule, taxicab, sireraft, livery, or other such conveyance will be allowed if the use of such facilities is authorized or approved as advantageous to the Government whenever the employee or others rendering service to the Government is engaged on official business within or outside his designated post of duty. In the case of hire of taxicabs, reimbursement may be allowed for the actual fare plus tips of 10 cents where the fare is \$1 or less or 10 percent of the fare increased to the maxt multiple of 5 where the fare exceeds \$1."
- "80. Receipts required. -- Receipts, when practicable to obtain them, will be required for: (e.) 'Hire of special conveyance such as livery, bont, sutomobile (not taxicabe locally), mircraft, etc., where the amount involved is in excess of \$3. (See par. 11.)'
- 2. (a) In a published Decision B-106971, cited in 31 C.G. 304, the Comptroller ruled that: "Where, as here, an employee's official station is the Agriculture Research Cemter near Beltsville, Maryland, and his howe is near Beltsville, and he arrives by air at 3:10 a.m. at the Mational Airport, the use of an Airport Transport, Inc. taxicab from the airport to home mean Beltsville may not be considered as use

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of a taxical within the meaning of paragraph 8 (a) of the Standardized Government Travel Regulations. The use of the Airport Transport, Inc. taxical to home in such cases is more in the nature of use of a special conveyance under paragraph 11 of the referred-to regulations and that cost thereof may not be certified for payment in the absence of an administrative determination of advantage to the Government as required by said paragraph 11.

- (b) In an unpublished decision, B-117468, dated November 27, 1953, the Comptroller ruled that: The cases of Mr. Breat and Mr. Finlds also involve puragraph 30e of the regulations requiring receipts 'when practicable to obtain them,' where the amount is in excess of \$3. While no receipts have been furnished, both the travelers state that they considered the fares as local taxical fares for which no receipts are required and that it is impossible to obtain receipts at this time. This Office, under the stated circumstances, will interpose no objection to the payment of the fares, if otherwise proper, notwithstanding the absence of receipts.
- (c) Of a subsequent unpublished Decision B-117075, dated December 29, 1953, by the Comptroller, the synopsis reads: Use of texteeb on official business between Anchorage, Alaska, temporary duty station, and Anchorage Post Theatre at Fort Richardson, distance of six miles, is within purview of par. 11 of Stand. Govt. Travel Regs., which requires authorization or approval of special conveyance as advantageous to Govt., and therefore employee may not be reimbursed for cost of such travel in absence of determination by administrative official of advantage to Govt. of use of special conveyance.
- 3. It is obvious from the foregoing that the Comptroller has ruled that there is a definite distinction between that may be claimed for reinburgement as constituting local taxical fares for which no receipts are required and what constitutes the hire of special conveyarross. Parthernore, that when the hire of special conveyances is muthorized, there must be a determination by the authorizing official that it is authorized as being advantageous to the Government. The Comptroller has not definitely defined the circumstances under which such expenses either may be construed as the hire of a local textesh or must be construct so the hire of a special conveyance. We in the Fiscal Division are equally unable to define, except by supposition, the distinction between the two. It is of record, however, in the first of the unpublished decisions referred to above, that the Comptroller Cemeral was specialing of the places of abode, of two individuals, which were Delteville, Heryland and Greenbelt, Maryland, respectively. He in the Fincal Division have had presented claims by individuals of the Agency for the reinforcement of alleged textent forces between surports or stations and places of abode and return as follows and in the following emanta:

White Cak, Silver Sprice	(III.O)
Riveriele, Neryland	3.00
Renadington, Resyland	3.00
Gedtheroberg, Maryland	3.00
Falls Church, Virginia	7.50
Bethesen, Haryland	3. X
Ammalak, Virginia	7.50

We have felt constrained to disallow reinformement for those expenses immersuch as we felt they did not constitute allowable expenses for local textical fares in view of the foregoing. It is obvious to sesume that the Comptroller is correct in differentiating between the hire of local textical and the hire of special conveyances; otherwise, a person who has his place of abode in either Bultimore or Frederick, or beyond those points, or a more distant point, would be entitled to claim reinbursement for textical fares from such places to a station or an airfield and return; and, it is common knowledge that some employees of the Government do retain their places of shoke in the cities mentioned and commute daily between those places and Washington.

- 4. This Division has had an instance just recently, where it suspended such a claim for testicab fore which impolved an individual and resulted in repercussions, which prompts us to initiate action to same the issued of an Apency Notice to bring this matter to the attention of all potential travelers and administrative officers or others responsible for the issuence of travel orders and the briefing of such travelers prior to their entering in a trevel status. Such a notice should invite sitention to the distinction between what the Comptroller General has ruled as an allowable reinbursement for expenses for the hire of local texticate and what constitutes relationsable expenses for the hire of a special conveyance. It should also be made mandatory upon the administrative officer or other person authorized to insue the travel order to determine, in every instance where the place of shods of the intended traveler would mise any doubt, whether such expenses will be characterised as the hire of a textent or hire of a special conveyance; and, if the letter is enthorised, it must be so sutherized in the travel order and must state that the use of s. epocial conveyance has been determined as being miventageous to the Covernment.
- 5. It is urged that an Agency Notice be issued promptly to cover the foregoing ideas and that they be incorporated within the Agency's Regulations or a Hardbook at an early date.

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